

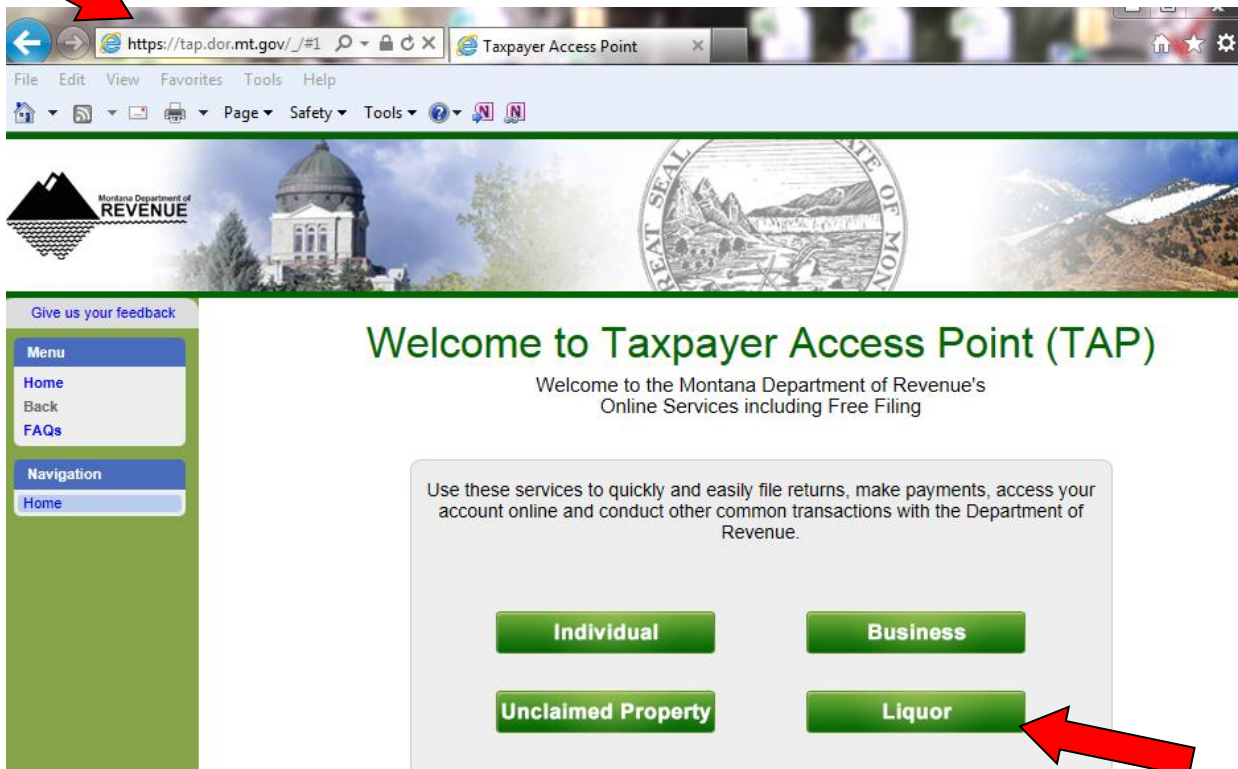
CREDIT CARD PAYMENT IN TAP

THERE IS A FEE

Go to the TAP website at https://tap.dor.mt.gov/_/#1

(you can add this site to your favorites)

Click "Liquor"



Click "Login"

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Liquor Services

The Liquor Control Division is committed to providing quality electronic services to customers with liquor vendor accounts, agency store owners, liquor licensees and registrants. To log in to your account or sign up for account access, please click on one of the links below TAP Services. Other Services are available for all users. If you experience any problems, please contact us toll free at (866)-859-2254 or 444-6900 (in Helena)

TAP Services

Login REQUIRED

Login

Sign up Now!

Login Services Include:

- *Make and view payments*
- *Request name and address changes*
- *File & Pay Liquor License Renewals*
- *File requests for license changes, alterations, non-use status*
- *File catering reports & wholesale agreements*
- *File, view & amend beer, wine & hard cider tax returns*
- *View & print orders, backorders, invoices and coupons (Agency Liq. Stores only)*
- *Online ordering (Agency Liquor Stores only)*
- *Access product reports*

Other Services

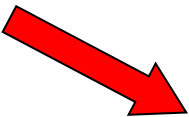
Vendor Calculator

Vendor Calculator - Up

License Search

Server Training Submit

Server Training Search



After logging into your account you will be at the Account Details screen.

Click "Account I.D."

Give us your feedback

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Navigation

My Accounts

Account: -003-BET

Pay Account Balance

Make a Payment

Detail

BEER

Acct Id 003-BET

Filing Frequency Monthly

Payment Source Setup

Balance 130.00

Pending Payments + Returns 0.00

Effective Balance 130.00

NAMES AND ADDRESSES

DBA Name Add

Legal Name

Location Address Edit

Mailing Address Edit

PERIODS REQUESTS⁰ ACTIVITY WEB MESSAGING⁰ LETTERS

ATTENTION NEEDED² ALL PERIODS

PERIODS FROM 02-AUG-2011

Period	Return Status		Tax	Penalty	Interest	Credits	Balance	Messages
31-Aug-2013	Outstanding	File Now	0.00	0.00	0.00	0.00	0.00	File Return
31-Jul-2013	Ontime-Processed	View Return		0.00	0.00	0.00		Make a Payment
30-Jun-2013	Ontime-Processed	View Return		0.00	0.00		0.00	
31-May-2013	Ontime-Processed	View Return		0.00	0.00		0.00	
30-Apr-2013	Ontime-Processed	View Return		0.00	0.00		0.00	
31-Mar-2013	Ontime-Processed	View Return		0.00	0.00		0.00	
28-Feb-2013	Ontime-Processed	View Return		0.00	0.00		0.00	
31-Jan-2013	Ontime-Processed	View Return		0.00	0.00		0.00	

Change Date Defaults Filter

Click on "Pay Account Balance"

Click on Pay by Card - **THERE IS A FEE CHARGED**

Payments can be made to your account by direct ACH debit (E-Check) from a checking or savings account or by using a Visa or MasterCard credit card.

Please click on the option you would like to use.

Pay by E-Check

Pay by Card

There is no charge for ACH debit payments.
There is a processing fee included in credit card transactions.

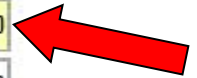
Credit Card Payment Request

Please enter the amount you wish to pay by credit card below to proceed

Payment Amount

Credit/Debit Card Processing Fee

0.00
0.00



The Department of Revenue can only accept credit card payments with amounts up to \$48,000. If you would like to make a payment in excess of this amount you may cancel out of this request and pay by E-Check through TAP. If you would like assistance, please contact us at (866) 859-2254 (toll free) or (406) 444-6900 in Helena, Montana.

The Credit/Debit Card Processing Fee will automatically calculate according to the Payment Amount. **The processing fee will change based on the payment amount.**

Example of a \$2,500 Payment with Fees Calculated into Payment:

[Click "Next"](#)

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Credit Card Payment Request

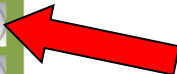
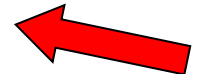
Please enter the amount you wish to pay by credit card below to proceed.

Payment Amount

Credit/Debit Card Processing Fee

2,500.00
56.04

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Click "Next"

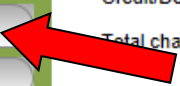
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Cancel

Please review your payment information and confirm it is accurate and complete. Have your credit card information ready before proceeding.
When you are ready to enter your credit card information, click the **Next** button.

Credit Card Payment Request Summary

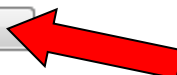
Credit Card Payment ID	pptaxca1305022283706e200
Period	
Payment Voucher Type	Bill Payment
Date Requested	20-Feb-2013
Payment Amount	2,500.00
Credit/Debit Card Processing Fee	56.04
Total charged to credit card	2,556.04

If everything is correct, Click "Pay with a Credit Card"

Your total cost for purchasing this item through mt.gov is \$2556.04 ⓘ

This cost includes the price for the following:

- TAP Payments

Back **Pay with a Credit Card** 

Complete the Required (*) Credit Card information and Click [“Submit”](#), [“Log Off”](#)

We Accept



*First Name:

*Last Name:

Company/Organization:

*Billing Address:

*City:

State:

*Zip Code:

*Country:

*Contact Phone: Example: 555-555-1234

Email Address:

*Name as appears on credit card:

*Credit Card Number: No hyphens or spaces

*Expiration Date:

*REQUIRED FIELD

